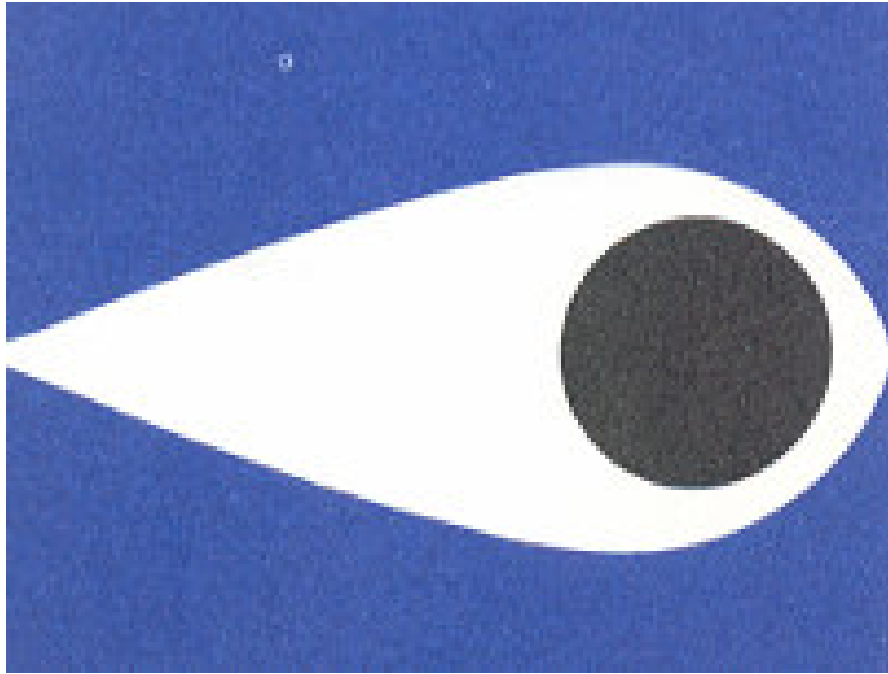


CRIME PREVENTION TIPS AND CRIME WATCH INFORMATION



**CHARLESTON POLICE
DEPARTMENT**

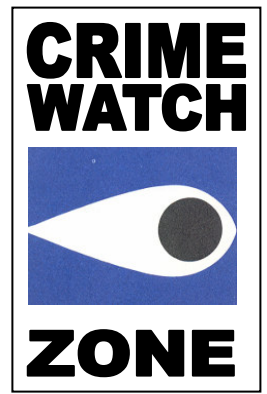
DISPATCH: 577-7434
EMERGENCY: 911

MY BLOCK CAPTAIN IS: _____

HIS / HER PHONE NUMBER : _____



NEIGHBORHOOD WATCH



HOW TO REPORT A CRIME

1. For EMERGENCIES and IN-PROGRESS CRIMES dial **911**. For Suspicious Activity, People, or Vehicles call **577-7434**.
2. Identify yourself – name, address, telephone number
3. Type of crime or activity
4. “In-Progress” or “Has Occurred”
5. Where? Be as specific as possible.
6. Description of Suspect(s), how many, whether armed...
WRITE IT DOWN!
7. Description of Vehicle(s), tag number, dents, etc...
WRITE IT DOWN!
8. Direction of travel – use landmarks (towards or away from)
9. Stay on the line as long as possible.
10. Call a neighbor to watch if they move out of sight.



NEIGHBORHOOD WATCH



SUSPICIOUS ACTIVITY LIST

1. Anyone looking into or forcibly entering a car or home
2. Someone running from a car, home, or business
3. Sound of breaking glass.
4. Someone carrying a weapon
5. Screams
6. Stranger offering children candy or gifts
7. Loiterer who doesn't belong in the area
8. Persons walking around the neighborhood with items which may have been stolen
9. Anyone ringing or knocking at your door with unreasonable explanation (or reasonable, if they want to "use your phone")
10. Persons loitering around school grounds
11. Strange vehicles passing through, parked with occupants, or abandoned for several days, especially with windows left down
12. A clean car with dirty plates / dirty car with clean plates

Property Security Check For info call Crime Prevention 769-7407

Home Security

Exterior

- ___ Lighting – Dusk-to-Dawn or Timer is better than Motion
- ___ Out-Buildings / Sheds - Close Locks, Strengthen Latches
- ___ Ladders – Secure in garage, or chain to fencing
- ___ Battering objects – Secure loose bricks and blocks inside
- ___ Unsecured property – Secure bicycles, lawn equipment
- ___ Accesses – Secure dormers, under-house accesses

Interior

- ___ Door locks – Deadbolts, and long 3”screws in strike plate
- ___ Peep Holes – Place 4 1/2 to 5 feet high on door
- ___ Sliding Doors – “Charley-Bar”, Pin, Screws in top track
- ___ Window Locks – Pin Wooden Windows, Key Locks
- ___ Valuables Storage – Lock / Store away from regular locations
- ___ Property Marking – Engrave Drivers License Number
- ___ Property Inventory – List Brand, Model # ,Serial#, Value
- ___ Access to telephone - At least one Corded Phone in house
- ___ Interior locks – Locks on Guns and Gun Cabinets, Jewelry
- ___ Keys – Who has keys? Is it time to Re-Key Locks?
- ___ Door from Garage – Lock it. Garage door doesn’t always close.

Vehicle

- ___ License Tag/ Vin recorded – KNOW YOUR TAG NUMBER
- ___ Valuables out of sight – Take inside or lock in the trunk
- ___ Stereos, I-Pods CD's – Remove Faceplate, Take Inside
- ___ Locks / Keys – ALWAYS Lock the Car, Take the Keys
- ___ Parking - Park in garage or well lit area, turn on outside lights

VACATION SECURITY CHECKLIST

Thieves look for “TARGETS of OPPORTUNITY”. There are many things you can do to avoid becoming a victim when you are going to be away. Mainly, try to give the illusion you are home.

- Call CPD (577-7434) to have house placed on “Keep-a-Check” list.
- Have Deadbolt Locks installed on all exterior doors (Single-cylinder on solid doors / walls, Double-cylinder when near a window)
- Keep an inventory list and photos of all serial numbered items, engrave them with your Drivers License Number, to help get them back.
- Double-check ALL windows and doors (basements, bathrooms, kitchens)
- Leave a car in the driveway
- Use timers for Exterior AND Interior lights, TVs, stereos, etc.
- Tell a trusted neighbor about plans, leave emergency contacts and a key.
Ask them to check the house and call Police if they see people around.
- Limit how many people you tell of your plans. Word may spread.
- Cancel newspapers, have mail held, or at least ask the neighbor to bring them in for you. If leaving for a week, have them put the trash can out. It is an obvious marker that you are gone.
- Upon returning, walk around the house once to look for any signs of a break-in. You don't want to walk into a crime-in-progress. If you see something open or broken, go next door and CALL POLICE.

Do you know who is working for you?

City Police Dept. Record Check - These must be requested by the individual prospective employee in person at the Police Department (Records Office) at 180 Lockwood Blvd. They must provide picture ID and it costs \$5.00. It usually takes a day or two. The result will either be a letter stating that they have no known criminal history in the City, or a printout listing their charges and convictions. You can use the results of the check, or, conversely their reluctance to provide one, in your hiring decisions. It will only cover charges made by the Charleston Police and any expunged records or charges will be listed as no-record.

Charleston County Website- www.charlestoncounty.org - Public Information on the internet, click on *Clerk of Court*, then *on-line case search*. You can look up an individual under *Criminal Court* in either Magistrates' or General Sessions to find criminal charges, bond amounts, and conviction / sentence data. Note that a single charge may have several entries regarding different stages of court, so 5 entries might stem from only one charge. Also, common names should be verified through other identifiers before discounting someone solely on the basis of this source. You may also *click* on *Civil Court* to see if he or his company has been or is currently involved in a lawsuit. This may weigh heavily on your decision to hire them.

SLED Record Checks-via website- www.sled.sc.gov - These are often required of daycare workers, financial services employees. They cost \$25 on-line. They require a social security number and birthdate, are the only way to get interstate NCIC "rapsheets".

Sex Offender Registry- www.sled.sc.gov or www.CharlestonCounty.org , or www.CrimeWeb.net - This can be checked by an individual's name or by your zip code. Be aware, however, that if you find a neighbor listed for example, you are forbidden by law to harass the person. If they are in full compliance with registry rules, any harassment, vandalism, assault or other crime a citizen commits against them will result in double penalty against the citizen.

Checking Businesses:

Better Business Bureau- 766-9616 Has operators you can speak to, but also has an automated system that allows you to check for complaints by entering the business' phone number, address, or name.

Contractors' Licensing - (803)896-4686 Check on license, bonding, and insurance requirements.

Contractor License Verification - (803)898-5872 To verify the existence or status of a license.

S.C. Dept. of Revenue - (803)898-5000

City of Charleston Business License office-724-3711

This information is provided as a public service to help reduce your risk of being victimized. For questions, call the CPD Crime Prevention Office at 769-7407.

Door to Door Solicitors

Charleston residents are reminded to be aware of door-to-door sales people, particularly “magazine sales”. Usually the concerns about these individuals are property / financial-crime related.

Tips:

1. Post a **NO SOLICITING** sign on your front door, and maybe another in the yard. (One at the front of the neighborhood is not enforceable)
2. DO NOT Open the door to any strangers
3. If someone claims to be from a utility or law enforcement, Request to see ID (through window) and look for an official vehicle.
4. If they are “selling” anything, know that it is perfectly fine to tell them you are not interested, to please leave
5. If you are interested, request to see their Peddler’s Permit from the City of Charleston (again through the window - see example below)

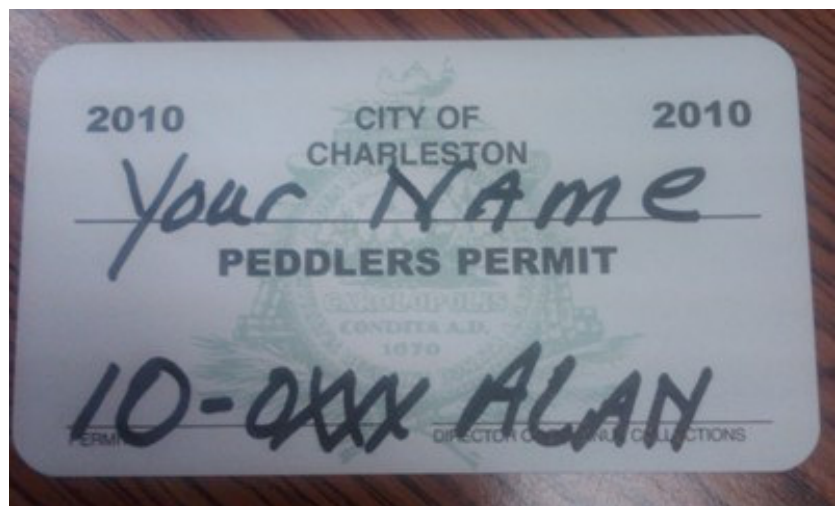
Know that solicitors are probably breaking the law if they do any of these:

- 1) Knock IN SPITE of a NO SOLICITING sign
- 2) Do Not have a City Peddler’s Permit with them(and their company is to have a Business Permit)
- 3) Tell you the magazine sale can be donated to be delivered to a charity (like the Boys & Girls club, etc)
- 4) If they use ANY High Pressure or Intimidation or will not leave

What to do:

Call Charleston Police at 577-7434, give a description of the subject and their direction of travel, so an officer can interview them. (Ask to speak to the officer so he can get more details). If they are operating within the law, you'll be advised. If not, they will be dealt with accordingly.

Example of REQUIRED
PEDDLERS PERMIT.
(It is a wallet sized card,
signed by Alan Horres
of City Revenue Collections)



GRAFFITI 958-1500

Citizens may call this voicemail to have graffiti removed from buildings, signs, walls, etc. This number WILL NOT dispatch an officer or file a report. It is for cleanup only.

Include the following:

- **Your Name and Number for follow-up details**
- **Exact Location**
- **Size and Type of Graffiti**
- **Wording of Graffiti if Legible (profanity, threat?)**
- **Background Color and Surface**
- **Public or Private Property**
- **How long has it been there?**

Effort will be made to remove the graffiti as soon as possible. Some may take longer than others, may be on surfaces too difficult to clean, or too dangerous to get to. If it remains longer than a week, call back and ask to be contacted.

The line is a voicemail, checked on weekdays. It is not manned. For immediate assistance, to report an in-progress vandalism, or to file a written vandalism report, call Charleston Police at 577-7434.

Neighborhood Crime Watch

This program is the primary focus of the Crime Prevention office. It encourages residents to become familiar with each other as well as with basic procedures for reporting crime and suspicious activity.

Neighborhood Crime Watch programs in the City of Charleston can be tailored to the needs of your community. The central requirements for being Certified as a Crime Watch in the City are that there are:

- 1) A primary contact person (may be the Neighborhood president, or complex manager, or Crime Watch Coordinator or Chairperson, or in the case of a small area, a single Block Captain)
- 2) A communication network (door-to-door, phone-tree, or e-mail), updated
- 3) A presentation or method of instruction (handouts, electronic, presentation to group) where the majority of residents have been instructed on Crime Prevention. This includes steps to take to deter crime around their home and street, how to recognize and report suspicious activity.
- 4) Commitment of Residents to Practice Prevention, adjust their habits, and actually call Police about suspicious persons and activity.

Historically we have stayed with the traditional pen & paper program of a Crime Watch Committee, Block Captains in each section, with guide booklets, Family Information Forms, phone trees, and live meetings. While we still like this format, and in some neighborhoods it is still the most practical, we are recognizing the electronic and mobile lifestyles of the majority of neighborhoods.

We will now be offering what can be called E-CrimeWatch. The traditional program will still be there for those who prefer it. Call 769-7407 for details.

While there is no substitute for live people looking out the windows or watching from the front porch, the benefits of the electronic communications are numerous. E-CrimeWatch somewhat eliminates the need for so many Block Captain volunteers, since their primary purpose was to pass on information by phone or door-to-door flyers to neighbors. E-mail, Cell and Text systems are now available to manage membership communication as well as emergency notifications and crime listings.

CrimeWeb.net

Citizens can receive e-mail advisories and alerts from Charleston Police by registering with **www.CrimeWeb.net** .

By simply registering your e-mail address and zip-code on the CrimeWeb website, you can receive advisories, alerts and maps of recent crimes, missing children and adults, important meeting announcements and community information. Information is directly from the Police Department and contains no advertising. Simply click on the link below to stay informed.

Instructions:

www.CrimeWeb.net

Click "**Register**"

Enter your **e-mail address**, **home zip-code**, **zipcodes** (in Charleston) you are interested in.

Select "**Community Information**" Alert Type (all advisories are under this alert type)

Click "**SUBMIT**"

Once registered you can also research back a year by selecting "**Search Alerts**"

Select a time-span

Select Zip-Code

Select "Community Information" Alert Type

CrimeStoppers of the Lowcountry

To report crime information anonymously you can call **CrimeStoppers of the Lowcountry** at **(843)-554-1111**. You may also report it through their website at **www.5541111.com** (no dash-mark). Another way is by texting information to **274637**, begin your message with "**Tip213**" to direct it to the Charleston office. All calls, e-mails, and texts are routed through encryption computers to make it impossible to trace back to you, although the computer and text versions can have 2-way communications to get more details. If an arrest results, simply re-contact, tell them your assigned tip number, and they will give you instructions how to anonymously claim the reward if one was authorized.

Property Inventory

[illegible]

Property Inventory

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